



COWBIT ST MARY'S CHURCH OF ENGLAND PRIMARY SCHOOL

CODE OF CONDUCT FOR STAFF

At Cowbit St Mary's Church of England Primary School, we will provide a high standard of teaching and learning opportunities ensuring excellence and enjoyment for all.

This Code of Conduct was written by the Headteacher and approved by the Governing Body. It will be reviewed by the Governing Body Policy Review Committee in November 2017.

Introduction

Teaching and learning at Cowbit St Mary's Church of England Primary School aims to provide pupils with numerous opportunities to engage with different aspects of the curriculum, both independently and working in groups. Pupils will be encouraged to appreciate the social benefits of engagement with the curriculum and will take part in activities that will allow them to explore and develop an understanding and awareness of different cultures.

Introduction

- * This code has been drawn up to assist all staff in maintaining entirely proper and professional relationships with pupils. It attempts to provide a clear and open picture of the boundaries of staff roles and the use of power.
- * It is stressed that this Code is not a legal document but is intended to provide guidance to staff in carrying out their responsibilities.
- * As public employees, staff are accountable to the public in their exercise of authority, their management of risk, the proper use of resources and the active protection of pupils from discrimination and avoidable harm.
- * Staff need to be prudent about their own conduct and vigilant about the conduct of others, so that their relationships with pupils remain, and are seen to remain, entirely proper and professional. It is recognised that staff are vulnerable to the possible consequences of their close professional relationships with their pupils and to the potential for malicious and misplaced allegations being made by pupils either deliberately or innocently, arising from the member of staff's normal and proper associations with them.
- * To ensure their personal health and safety and that of others, staff should always be dressed appropriately for the activity they are undertaking, particularly during PE lessons or any other physical activity. During PE lessons all staff, which includes sports coaches/teachers and supervising staff must wear trainers or suitable footwear.

Principles

The duty of staff is:-

- a. To teach/assist/supervise with the education or activities of pupils assigned to them according to the needs of those pupils;
- b. To promote the general progress and wellbeing of individual pupils and of any group or class of pupils assigned to them
- c. To ensure the health and safety of pupils whilst they are within the responsibility of staff
- d. To provide guidance and advice to pupils on educational, personal and social matters including information about sources of more expert advice on specific questions;
- e. To maintain good order and discipline among pupils and promote their development both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.

Class/Group Control

Good group/class control is essential to working with children in order to meet their individual educational and social objectives.

The skills involved fall into several areas:-

Punctuality and Preparation

Being in the right place at the right time is important. The starting and finishing times should be clear to the pupils.

Good planning and preparation are essential include alternative strategies in case planned activity fails.

Being well prepared gives you confidence.

Settle the group to a task quickly. It may help to build up a resource bank of simple mechanical tasks to avoid aimless wandering/time wasting.

Display Confidence

Through speech not too hurried

Avoid nervous mannerisms

Be ready to smile and join in humour

Avoid over reaction to behaviour.

Give Careful Instructions

Use simple clear language

Make instructions brief and to the point

Make it clear that if they have problems all they have to do is ask.

Be Consistent and Fair

Children need to know the expectations and that the rules you apply are going to be consistently adhered to

Treat all children as equal no favourites

Clearly explain the expectations of behaviour

Use interpersonal relationships to gain the trust and respect of the group.

Firmness in the Face of problems

Be clear and decisive

Resolve problems and issues, try not to escalate situation

Keep your word.

Awareness of What is Happening

Be alert to what is going on in the classroom

Keep mobile never retain a static position

Spread your attention evenly

Relate to all the children in the group with eye contact (not to be confused with a stare)

Give positive feedback on pupils' performance.

Set Realistic Standards

Your expectations must be at an appropriate level

Verbalise your confidence in their abilities and successes

Be open and honest with any difficulties you may have.

Enjoyment and Enthusiasm

Don't be afraid to show your enthusiasm, it will rub off on the children

It will generate interest and reduce boredom and apathy.

The principles underpinning the relationship between a member of staff and pupils are for the member of staff to give paramount consideration to the pupil's welfare by respecting and attempting to understand:

- a. The ascertainable wishes and feeling of the pupils concerned (considered in the light of his/her age understanding);
- b. The pupil's physical, emotional and educational needs;
- c. The likely effect on the pupil of any change in his/her circumstance
- d. The pupil's age, gender, background and any other relevant characteristics;
- e. Any harm which the pupils have suffered or is at risk of suffering.

Staff are in a position of trust and they owe a duty of care to the pupils for whom they are responsible.

Staff should never seek gratification of their own emotional or physical needs in their personal relationships with pupils.

Staff affiliations with pupils must always be professional, appropriate and justifiable.

Review

The Headteacher, staff and Governors will review this policy annually.

Approved by Governors November 2016

Signed Chair of Governors

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For review November 2017



Cowbit St Mary's Church of England School

Code of Conduct for Staff

Full name

I confirm that I have read and accept Cowbit St Mary's Church of England School Code of Conduct for Staff

Signed

Date ___/___/___